

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
April 18, 2022**

The regularly scheduled meeting of the North Lebanon Township Board of Supervisors commenced at 7:00 PM at the Municipal Building located at 725 Kimmerlings Road, Lebanon, PA with the following people present:

In person:	Ed Brensinger	Chairman
	Gary Heisey	Vice-Chairman
	Arden Snook Sr	Treasurer
	Amy B. Leonard	Henry & Beaver LLP
	Cheri Grumbine	Township Manager

Also, present was, Doug Stump, *Lebanon Daily News* reporter, Emily Bixler, *Lebtown* reporter, and several members of the public.

Erika Sheibley, Recording Secretary and Allen Firestine, Fire Chief with Rural Security Fire Company, attended the meeting via Zoom.

The meeting was called to order and the pledge to the flag was made.

COMMENTS FROM THE PUBLIC

A.) Jenn Schmidt – Girls on the Run

Manager Grumbine informed the Board that Jennifer Schmidt from Union Canal Elementary School is requesting that the pavilion rental fee with electric service be waived for their practice 5k run on May 4th from 4pm to 6pm as they are only using the pavilion to play music while the girls run.

The Park and Recreation Board reviewed at their April meeting and are recommending that the Board approves.

MOTION was made and seconded to approve the Girls on the Run practice 5k on May 4th from 4pm to 6pm to be held at Lenni Lenape Park pavilion with electric and for the rental fee to be waived. Motion unanimously carried.

B.) Timothy and Brenda Jones – 2101 Water Street Subdivision plan

The plan is proposing a one-lot subdivision containing 0.3443 acres with associated site improvements including stormwater management structures and features. The lot will be serviced with connection to public sewer and an on-lot well.

LCPD issued a letter dated April 8 recommending our approval and the Planning Commission recommended approval at their April 11th meeting.

MOTION was made and seconded to approve the Timothy & Brenda Jones Subdivision Plan for 2101 Water Street and the new lot to be address as 2500 N 21st St, BMP O&M Agreement, Park & Rec Agreement, Planning Module Exemption, and financial security to be posted with the

LCPD. Plan approval contingent on approval from the North Lebanon Township Municipal Authority. Motion unanimously carried.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the meeting minutes from the 3/21/2022 Supervisor's meeting. Motion unanimously carried.

APPROVAL OF PAYROLL, FUND BALANCES and PAYMENT OF INVOICES

MOTION was made and seconded to approve payroll, fund balances, and invoices for payment subject to audit. Motion unanimously carried.

FIRE CHIEF'S REPORT –

A.) Monthly Summary – March 2022 Summary

The number of calls, responses, trainings, and aid for the month of March 2022 for all four volunteer fire companies in the Township was reviewed by Chief Firestine via Zoom videoconference.

CHIEF OF POLICE REPORT

A.) Calls for Service.

Chief Knight was unable to attend, and the Board received the written report on various calls for service for the month of March.

B.) Monthly Code Enforcement Report (Brenner)

The Board received a written report on Code Enforcement from John Brenner for the month of March.

C.) Monthly Fire Police Activity Report

The Board received a written report on the NLT Fire Police Activity for the month of March.

D.) Officer Blake Innocent

The Board noted that Chief Tim Knight provided them with a memo stating that Officer Innocent has satisfactorily completed his probationary period with the police department.

TOWNSHIP MANAGERS REPORT –Cheri Grumbine, Manager

A.) Halfway Drive Bridge Replacement/Repair

At the February meeting, the Board reviewed cost estimates to repair the bridge at Halfway Drive. To replace the entire superstructure the estimated cost is \$300,000. The estimate to repair the superstructure would be around \$100,000. Since that time, the Board met with the engineers to gain more information before deciding on a direction.

Supv. Brensinger has been out to look at the bridge and is recommending the bridge be repaired and not a total replacement project.

MOTION was made and seconded to approve the specifications/design for the Halfway Drive bridge to repair the superstructure instead of a full replacement. Motion unanimously carried.

Supv. Heisey asked when work would start for the repair of Halfway Drive bridge? Supv. Brensinger stated it was his belief to anticipate the work to start next summer and take about 3 months to complete. However, that is dependent on when the DEP permit is approved.

Supv. Heisey questioned how the Township will inform the public about the bridge closure? Supv. Brensinger informed him that this information will be put in the newsletter, on the township website, as well as on the outdoor township LED sign. There will also be signs placed at the bridge prior to it being closed.

B.) Paving Bids

Paving Bids

	New Enterprise	Pennsy Supply
Item A - Milling (Areas TBD by Roadmaster)	2.33/sy \$32,107.40	2.00/sy \$27,560.00
Item B - Scratch coat (Streets listed in bid docs)	91.09/tn \$72,963.09	86.45/tn \$69,246.45
Item C - Scratch coat on Horizon Blvd (Horizon Blvd to 1000' west)	107.88/tn \$26,214.84	89.81/tn \$21,823.83
Item D - Wearing course (Streets listed in bid docs)	7.93/sy \$211,731.00	8.16/sy \$217,872.00
Project #1 Total	\$343,016.33	\$336,502.28
Item A - Scratch Coat @ Lenni Lenape Park	86.08/tn \$62,752.32	85.68/tn \$62,460.72
Project #2 Total	\$62,752.32	\$62,460.72
Total Bid	\$405,768.65	\$398,963.00

Because of the unanticipated increase of material costs from current events vs. budgeted amounts, the paving bids were tabled at the March meeting.

Paving projects – Pennsy Low Bidder

Project #1 - \$336,502.28 (Pennsy)

Alpha Ave (Kochenderfer to Sholly)

Beta Ave (Alpha to End)

Cappa Ave (Beta to Sholly)

Sholly Ave (Kochenderfer thru loop)

Horizon Blvd (SCRATCH ONLY from Sandhill Rd west 1000 LF. Does NOT include Colonial Circle).

Project #2 – \$62,460.72 (Pennsy)

Lenni Lenape Expanded Parking Lot

The Township has applied for a grant in the amount of \$25,000.00 to be used towards the paving of the lot at Lenni Lenape.

Supv. Snook – “so everyone in the room understands what our intentions are through our discussion is because of the high fuel costs this year and again a \$100,000 extra in expenses we weren’t planning on. The area we are talking about Alpha, Beta, Cappa, and Sholly Avenues that was to be paved this Summer. Next Summer we intend on doing what we call the tree streets, Oak, Maple, Willow, Sycamore, and Parkway. They are all in the same area, and we felt after discussions that next year we would like to complete all of the streets planned for this year in addition to the tree streets. We thought we would get a better price because the pavers wouldn’t have to move from one area to another. They can do the whole area in one shot. It is going to be twice as much paving next year. Hopefully by bidding more volume in the same area and fuel prices backing off, we can actually save a little money in the end. Those are our thoughts and that’s why we are not doing the paving project this year.”

Allen Heagy questioned if any repairs could be made to Horizon Blvd. Supv. Brensinger informed Mr. Heagy that the Township was notified that a new development may be going in shortly and the Township did not want to pave Horizon Blvd. at this time due to the likelihood of increased truck traffic on the road. However, the Road Crew would try to make repairs to Horizon Blvd in 2022.

MOTION was made and seconded to cancel paving Project 1 Alpha, Beta, Cappa, and Sholly Avenues, and the scratch coat on Horizon Blvd. Township to move forward with Project 2 the paving of the parking lot at Lenni Lenape Park to be completed by Pennsy Supply who was the low bidder this year and some Township crew work to be done on Horizon Blvd. Motion unanimously carried.

The Board reiterated that this means that Paving Project 1 (Alpha, Beta, Cappa, and Sholly Avenues, and Horizon Blvd.) will not be accomplished in 2022.

C.) Proposal for IT Upgrade in the meeting room

SDK Electronics provided a proposal for the meeting room audio system, integrated video presentation, and video conferencing capabilities into the system. The proposed equipment is included in SDK’s proposal in the amount of \$9,110. The only item not included in his proposal is the desktop computer needed for the networking. Mr. Koons asked that we reach out to our IT company for this purchase. Manager Grumbine has reached out to IntermixIT for a proposal, and they estimate that our cost would be like the other desktop computer purchased this year in the amount of \$1,900. These costs would be taken from the ARPA Funds, where budgeted for this upgrade.

MOTION was made and seconded to approve the proposal from SDK Electronics for audio and video upgrade for the meeting room and the purchase of a desktop computer to complete the system. Motion unanimously carried.

D.) Police Department HVAC System Upgrade

During the last 3 months, upgrades to offices in the police department have uncovered debris build-up in the HVAC ductwork (squad room and Tim Knight’s old office). The debris is isolated to a certain area of the police department and seems to be from the plenum area from the offices directly to the open police garage. Work has now been completed to seal the PD garage wall between the police garage area and offices.

Dave Strohm received two proposals from PROAC Corporation.

- Project to include seven tasks - \$9,620
- Option #1 150-200 LF - \$5,260 (Dave Strohm's recommendation)

This is the same contractor that performed this type of work at our Narrows Drive rental house and Mr. Strohm stated he was satisfied with their work.

Supv. Snook asked if this duct work is easily accessible. Manager Grumbine informed him that they are above the drop ceiling. Supv. Heisey asked who discovered the problem? Manager Grumbine informed him that Dave Strohm had discovered it when cleaning Sgt. Tim Knight's old office after he was promoted to Chief of Police and moved into the Chief's office.

This item has been tabled until next month's meeting as the Supervisors would like to review the duct work and look further into this issue.

E.) Innocent Feeders-

Innocent Feeders have provided the listing of what reptiles will be sold and which are part of the zoo. However, they have not provided the Township with their permit from the State.

F.) Mr. Martino – Martino's Italian Restaurant on 72

Mr. Martino reached out to the township with some concerns about the roadwork along State Route 72 N. Due to this roadwork Mr. Martino has had a major decrease in business. The roadwork has made it difficult for his customers to get to his restaurant without major delays. Manager Grumbine reached out to PennDOT, and they stated that they would talk to the contractor to see if they could switch their shift times or have a meeting to resolve this issue. Manager Grumbine stated she would advise the Board when a meeting is set up.

SOLICITOR'S REPORT; Solicitor Amy B. Leonard -- Henry & Beaver

A.) Extension Agreement with New Covenant Christian School

New Covenant Christian School reached out to the Township requesting an extension to allow them to have module buildings for an additional two years while they complete their classroom additions.

MOTION was made and seconded to sign the agreement with New Covenant Christian School dated March 29, 2022, to allow them to have module buildings on their property for an additional two years (August 31, 2024). Motion unanimously carried.

B.) Zoning Hearing Board Case #3 – 2022 1808 Lake Drive

The petitioners are asking for a setback relief for their existing in-ground swimming pool and concrete patio. The Township is concerned because the pool has been placed in a stormwater management facility that was a part of an approved subdivision plan.

MOTION was made and seconded to authorize Manager Grumbine to attend the Zoning Hearing Board meeting on April 26 to provide testimony on behalf of the Township concerning a replacement area for the stormwater management basin. Motion unanimously carried.

COMMENTS FROM BOARD MEMBERS

A.) Rising Fuel Costs – Vehicle Expenses – Inflation

At the March meeting discussion was held pertaining to certain Township employees utilizing township trucks to commute to and from work for responding to possible after hours call-out. Supervisor Brensinger stated that following discussion on this topic at the March meeting, he has parked the township truck that he was using. Also, Jared Balsbaugh has parked the truck he was using as approved by the Board for over the winter only, as he oversaw winter maintenance. Supervisor Brensinger again reiterated that he was not in favor when a previous Board stated they wanted him to use the truck over-night for potential off-duty hours call-out. Supervisor Snook stated that he can attest to this, as Supervisor/Roadmaster Brensinger on multiple occasions in the past, had made these same comments to employees in the highway department.

The Board decided to table any further discussion, as the only remaining employee utilizing a vehicle to commute to and from work for possible off-duty call-out is Police Chief Knight. The Board felt with his absence they should wait to hold a conversation until he is present.

B.) Long Lane Future Stars Tournament/Concession Stand – Supervisor Heisey

Supv. Heisey mentioned this has been talked about a lot at the Park and Rec meetings. There have been some concerns with the tournaments that are being held after our regular baseball season is over July 2nd which is when Ebenezer Baseball pretty much stops. From that point on the only tournaments being played on the field are the Future Stars tournaments. Ebenezer Baseball charges the organization (Future Stars) \$75 per game. Ebenezer Baseball keeps \$25, and the Township receives \$50 for use of the field.

The individuals managing the fields for these tournaments receive a fee to line the field, drag the in-field, and handle any maintenance issues while the games are being played. This “managing fee” is paid directly to those individuals. The Ebenezer baseball association does not receive any part of the “managing fee”.

The concession stand is also being operated by these same individuals who maintain the fields. Supv. Heisey stated he went back three years in the receipts and there were no deposits made to the Ebenezer Baseball Association after the July 2nd date when the Ebenezer baseball season ends for any revenue from the concession stand. Township staff raised concerns that maybe these tournaments and the use of the concession stand should not be permitted at the Long Lane fields since Ebenezer Baseball is not receiving any of the revenue generated from the operation of the concession stand during these out of state tournaments. A spreadsheet was provided to the Board showing the extra costs to the township created by these tournaments. The electric, trash removal, water and sewer usage, etc., were mentioned as obvious ongoing expenses to the township that otherwise could be minimized. Ninety-nine (99) percent of the teams that participate in these tournaments are from out of state travelling from New Jersey, New York, and Maryland.

Supv. Heisey is bringing this information before the Board to make them aware of what is going on with the Future Star Tournaments and use of the Concession Stand and how it is not affiliated with the Ebenezer Baseball Association. This background will be helpful when the Park & Rec Board makes a recommendation to the Board and a decision must be made on whether we continue to allow these Future Star tournaments to be held on our fields. Supv. Heisey is going to request the Park and Rec Board review this background information at their May meeting to make a recommendation to the Board, as to whether the individuals running the concession stand/tournaments should sign a lease agreement with the Township. This is required for anyone

who wishes to lease the Lion's Lake Main building for any type of retail sales, as has been done in the past. This should also be done for the concession stand at the Long Lane field.

Discussion was held regarding the number of games, tournament fee, and anticipated revenue versus our expenses. Supv. Heisey stated he is not asking for a decision by the Board tonight but wanted to provide the background information for the Board knowing this issue will be brought before the Board in the future.

Supv. Heisey reminded the Board that last month the Park & Rec Board recommended the township drop the \$500 association fee for the Ebenezer Baseball Association.

ADD-ON ITEMS IN THE LAST 24 HOURS

A.) Comment from the Public – Allen Heagy

The material dredged from Lion's Lake has had time to dewater per the approved DEP permit. The Township is ready to move this material from the parking lot at Lion's Lake. Mr. Heagy has agreed to accept this material to be used on their farm. Supervisor/ Roadmaster Brensinger stated he would give Mr. Heagy a call this week to work out the details.

With no further business to discuss, meeting adjourned at 8:03 pm.

Respectfully Submitted,

Erika Sheibley
Recording Secretary